

MINUTES OF THE
MEETING
OF THE
AUDIT & COMPLIANCE COMMITTEE
FRIDAY, JUNE 24, 2011– 9:00 A.M.

Present:	<u>Committee Members</u>	Michele Bush James Clayborne Thomas Hoffman Fred Montgomery
	<u>Board Members</u>	Roderick Bashir Devon Bruce
	<u>Staff</u>	William Atwood Linsey Schoemehl Katherine Spinato Alise White
	<u>Guests</u>	State Retirement Systems Tim Blair, via telephone Office of the Comptroller Alexis Strum, via telephone
Absent:	<u>Committee Members</u>	Judy Baar Topinka

ROLL CALL

Chairman Bush called the meeting to order at 9:00 a.m. The Secretary called the roll and noted that a quorum was present.

MINUTES OF PREVIOUS MEETING

Mr. Montgomery moved to approve the minutes of the Audit & Compliance Committee meeting held March 18, 2011, in the form previously submitted. Judge Hoffman seconded and the motion passed unanimously.

STATUS OF FY 2011 AUDIT

Ms. White reported that the audit firm of McGladrey Pullen would be conducting the FY 2011 audit and fieldwork would begin the week of June 6, 2011.

UPDATE ON ELECTRONIC DOCUMENT SYSTEM

Ms. White reported that as approved by the Committee at the March meeting, Staff was finalizing the transition to the Cornerstone electronic document management system which would be in place prior to calendar year end.

STAFF PERSONAL TRANSACTION REPORTS

Ms. Spinato reported that there were no exceptions to report to the Staff's Monthly Personal Interest Statements for the quarter ending March, 2011.

COMMISSION RECAPTURE REPORT

Ms. Spinato stated that the Commission Recapture Report for the quarter ending March 2011 had previously been distributed. Mr. Montgomery moved to approve the Commission Recapture Report for the quarter ending March 31, 2011. Judge Hoffman seconded and the motion passed unanimously. (Official minutes contain attachment.)

RECORD OF VOUCHERS

Ms. Spinato stated that the Record of Vouchers for the months of January, February and March 2011, were previously distributed. Following review of the Records of Vouchers, Mr. Montgomery moved to approve the Records of Vouchers for the months of January, February and March, 2011. Judge Hoffman seconded and the motion passed unanimously. (Official minutes contain attachments.)

ETHICS MATTERS

Placement Agent Contact Report

Ms. Schoemehl referred to the memorandum "Placement Agent Contact Report Q4 FY 2011" dated June 8, 2011, and reviewed. Following review, Mr. Montgomery moved to accept the report. Judge Hoffman seconded and the motion passed unanimously. (Official minutes contain attachment.)

Board Member Timesheets

Ms. Schoemehl requested that the appointed Board Members submit their quarterly timesheets.

UNFINISHED BUSINESS

None.


NEW BUSINESS

None.

NEXT MEETING AND ADJOURNMENT

Chairman Bush stated that the next meeting of the Audit & Compliance Committee was scheduled to be held Friday, September 23, 2011. At 9:10 a.m., there being no further business to come before the Committee, Mr. Montgomery moved to adjourn. Judge Hoffman seconded and the meeting was adjourned.

Respectfully submitted,



Thomas E. Hoffman, Recording Secretary
Illinois State Board of Investment



Michele Bush, Chairman
Audit & Compliance Committee